

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date 3/5/19

1 From Commanding Officer, Naval Station Norfolk

2 UIC 00188

3 To (b)(6)

USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a)

Misconduct - Drive Abuse as evidenced by a NCIS report and a Command Investigation for Acid on or about (b)(6)

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPER 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-102/404

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pay.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

DSO SE

18. Address of Military Counsel:

DSO SE

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES NO N/A

20. Do you intend to file an appeal?

☐ ☐ ☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐ ☐ ☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR (b)(6))

22. Certifier's Name (Last, First, MI):

(b)(6) LT, JAGC, USN

24. Date:

29 JUL 19

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

5 AUG 19

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

(b)(6)

29. Service Member's Signature:

(b)(6)

30. Date:

7 AUG 19

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

DSO SE

(b)(6)

NOT
Detailed
Counsel

33. Date:

7 AUG 19

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 21-May-2020

1. From: COMMANDING OFFICER, USS CARL VINSON (CVN-70)

2. UIC: 20993

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by your positive urinalysis for Tetrahydrocannabinol (THC) did 27 April 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LNC, USN, BYDIRCO	24. Date: 21 MAY 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6) USN	27. Date: 21 May 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE

28. Service Member's Name (Last, First, MI): (b)(6) USN	30. Date: 21 May 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPER 1910/31 (Rev. 08-2018) PREVIOUS EDITIONS ARE OBSOLETE

None

Date: 24 Feb 2020

1. From: COMMANDING OFFICER, NRD SAN FRANCISCO 2. UIC: 62448

3. To: (b)(6) USN

Reason for Administrative Separation

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE AS EVIDENCED BY POSITIVE URINALYSIS FOR COCAINE ON 23 DECEMBER 2019 1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge; suspended discharge; release from active duty to a Reserve Component; transfer from Selected Reserve to Individual Ready Reserve (IRR); or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-109 is not a reason for administrative separation processing.

You are entitled to the following rights:

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.) (b)(6)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial examining authority (GCMCA) review, if you have less than 8 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (FERS-632) for review. If selected, GCMCA or higher assumes separation authority responsibility.

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Enclosure (2)

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2015)

Supporting Directive MILPERSMAN 1910-402/404

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION OF SEPARATION		
<p>13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 12 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.</p> <p>14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissible (no-cost) orders to attend any administrative board hearing to which you may be entitled.</p> <p>15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.</p> <p>16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.</p>		
17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:
<p>20. Do you intend to file an appeal? <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>21. Do you request separation before your appeal is decided or time for appeal has passed? <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>		
<p>22. Counsel's Name (Last, First, MI): (b)(6)</p> <p>23. Date: 23 FEB 20</p>		
<p>I ACKNOWLEDGE RECEIPT OF THIS NOTICE.</p>		
25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 02/24/2020
<p>MY RESPONSE TO THIS NOTICE IS COMPLETE.</p>		
28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 02/24/2020
<p>COUNSEL CERTIFICATION (IF APPLICABLE)</p>		
31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

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Page 2 of 2

Enclosure (2)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 10-2014)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 18 October 2020

1. FROM:

Commanding Officer, Strike Fighter Squadron ONE THREE ONE

2. UIC:

63934

3. TO:

(b)(6)

USN, (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN
REFERENCE

(4a)

Separation by Reason of Misconduct - Drug Abuse as evidenced by (b)(6) Navy Drug Testing Program results from 10 September 2020.

1910-146

(4b)

(4c)

LEAST FAVORABLE CHARACTERIZATION OF SERVICE POSSIBLE IS GENERAL (UNDER HONORABLE CONDITIONS).

IF YOUR SEPARATION IS APPROVED, IT WILL RESULT IN DISCHARGE, SUSPENDED DISCHARGE, RELEASE FROM ACTIVE DUTY TO A RESERVE COMPONENT, TRANSFER FROM SELECTED RESERVE TO INDIVIDUAL READY RESERVE (IRR), OR RELEASE FROM CUSTODY OR CONTROL OF THE U.S. NAVY. IF APPLICABLE, MILPERSMAN 1910-166 IS NOT A REASON FOR ADMINISTRATIVE SEPARATION PROCESSING.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

(b)(6)

5. TO CONSULT WITH QUALIFIED COUNSEL. YOU MAY CONSULT WITH CIVILIAN COUNSEL RETAINED AT YOUR OWN EXPENSE. (NON-LAWYER COUNSEL MAY BE APPOINTED AS DETERMINED BY COMMANDING OFFICER.)

6. TO SUBMIT A WRITTEN STATEMENT FOR CONSIDERATION BY SEPARATION AUTHORITY.

7. TO OBTAIN COPIES OF DOCUMENTS THAT WILL BE FORWARDED TO THE SEPARATION AUTHORITY SUPPORTING BASIS FOR PROPOSED SEPARATION. (CLASSIFIED DOCUMENTS WILL BE SUMMARIZED IN UNCLASSIFIED FORM.)

8. TO REQUEST AN ADMINISTRATIVE BOARD, IF YOU HAVE 6 OR MORE YEARS OF TOTAL ACTIVE AND/OR RESERVE MILITARY SERVICE. (FAILURE TO APPEAR WITHOUT GOOD CAUSE CONSTITUTES A WAIVER TO BE PRESENT AT ADMINISTRATIVE BOARD.)

9. TO REPRESENTATION AT AN ADMINISTRATIVE BOARD BY QUALIFIED COUNSEL, IF YOU HAVE 6 OR MORE YEARS OF TOTAL ACTIVE AND/OR RESERVE MILITARY SERVICE

10. TO REPRESENTATION AT AN ADMINISTRATIVE BOARD BY CIVILIAN COUNSEL AT YOUR OWN EXPENSE, IF YOU HAVE 8 OR MORE YEARS OF TOTAL ACTIVE/OR RESERVE MILITARY SERVICE.

11. IF APPLICABLE, TO REQUEST TRANSFER TO FLEET RESERVE/RETIRED/RETIRED RESERVE LIST UNDERSTANDING THAT YOU HAVE THE RIGHT TO AN ADMINISTRATIVE BOARD TO RECOMMEND RETIREMENT IN YOUR CURRENT OR A REDUCED PAYGRADE. IF YOU WAIVE SUCH BOARD, A REDUCTION TO REDUCED PAYGRADE UPON TRANSFER MAY BE DIRECTED IF YOU ARE BEING PROCESSED FOR MISCONDUCT. MEMBERS MUST HAVE 20 YEARS OF CREDITABLE ACTIVE DUTY SERVICE TO ELECT.

12. TO GENERAL COURT-MARTIAL CONVENING AUTHORITY (GCMCA) REVIEW, IF YOU HAVE LESS THAN 8 YEARS OF TOTAL ACTIVE AND/OR RESERVE MILITARY SERVICE. GCMCA STAFF MEMBERS' CASES MUST BE FORWARDED TO ANOTHER OFFICER HAVING GCMCA OR NAVY PERSONNEL COMMAND (PERS-832) FOR REVIEW. IF ELECTED, GCMCA OR HIGHER ASSUMES SEPARATION AUTHORITY RESPONSIBILITY.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 10-2014)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (CONTINUED)

ADDITIONAL NOTICE

13. FOR MEMBERS ON ACTIVE DUTY NOT IN CIVILIAN CONFINEMENT. YOU ARE ADVISED THAT SEPARATION PROCEEDINGS IN YOUR CASE WILL BE SUSPENDED FOR A PERIOD OF 2 DAYS FROM THE DATE THIS NOTICE IS DELIVERED TO YOU PERSONALLY IN ORDER TO GIVE YOU A REASONABLE OPPORTUNITY TO EXERCISE RIGHTS SET FORTH HEREIN. FAILURE TO RESPOND WILL CONSTITUTE A WAIVER OF ALL RIGHTS AND PROCESSING MAY CONTINUE IN YOUR ABSENCE.

14. FOR MEMBERS WHO ARE RESERVISTS NOT ON ACTIVE DUTY. YOU ARE ADVISED THAT SEPARATION PROCEEDINGS IN YOUR CASE WILL BE SUSPENDED FOR A PERIOD OF 30 DAYS FROM THE DATE THAT THIS NOTICE IS DELIVERED TO YOU PERSONALLY OR RECEIVED AT YOUR DESIGNATED MAILING ADDRESS TO GIVE YOU A REASONABLE OPPORTUNITY TO EXERCISE RIGHTS SET FORTH HEREIN. FAILURE TO RESPOND WILL CONSTITUTE A WAIVER OF ALL RIGHTS AND PROCESSING MAY CONTINUE IN YOUR ABSENCE. IF YOUR SEPARATION INVOLVES TRANSFER TO IRR, YOU ARE ADVISED THAT CHARACTERIZATION OF SERVICE UPON TRANSFER TO THE IRR, ALSO, WILL CONSTITUTE TENTATIVE CHARACTERIZATION OF SERVICE UPON DISCHARGE AT COMPLETION OF NAVAL SERVICE OBLIGATION, UNLESS YOU TAKE AFFIRMATIVE ACTION TO AFFILIATE WITH A DRILLING UNIT OF SELECTED RESERVE AND YOU PARTICIPATE SATISFACTORILY AS A DRILLING MEMBER OF THE SELECTED RESERVE FOR A PERIOD OF TIME WHICH, WHEN ADDED TO ANY PRIOR SATISFACTORY SERVICE DURING THIS PERIOD OF OBLIGATED SERVICE, EQUALS PERIOD OF OBLIGATED SERVICE. IF YOU SUBMIT EVIDENCE OF COMPLETION OF ABOVE, SEPARATION AUTHORITY MAY ASSIGN A MORE FAVORABLE CHARACTERIZATION OF SERVICE. IF YOU DO NOT SUBMIT SUCH EVIDENCE, CHARACTERIZATION OF SERVICE IS SAME AS CHARACTERIZATION OF SERVICE UPON TRANSFER FROM ACTIVE DUTY OR SELECTED RESERVE TO IRR. IF YOU ARE IN RECORDS REVIEW (NON-DRILLING) STATUS, YOU ARE ENTITLED TO PERMISSIVE (NO-COST) ORDERS TO ATTEND ANY ADMINISTRATIVE BOARD HEARING TO WHICH YOU MAY BE ENTITLED.

15. FOR MEMBERS SUBJECT TO REIMBURSEMENT. YOU ARE ADVISED THAT YOU MAY BE SUBJECT TO A REIMBURSEMENT REQUIREMENT FOR RECOUPMENT OF ADVANCE EDUCATION ASSISTANCE COSTS, BONUSES, OR SPECIAL PAYS.

16. FOR MEMBERS IN CIVIL CONFINEMENT. YOU ARE ADVISED THAT SEPARATION PROCEEDINGS IN YOUR CASE WILL BE SUSPENDED FOR A PERIOD OF 30 DAYS FROM THE DATE THIS NOTICE IS DELIVERED TO YOU PERSONALLY OR RECEIVED AT YOUR CONFINEMENT ADDRESS IN ORDER TO GIVE YOU A REASONABLE OPPORTUNITY TO EXERCISE RIGHTS SET FORTH HEREIN. FAILURE TO RESPOND WILL CONSTITUTE A WAIVER OF ALL RIGHTS AND PROCESSING MAY CONTINUE IN YOUR ABSENCE. IF YOU ARE ELIGIBLE AND HAVE ELECTED AN ADMINISTRATIVE BOARD, AND YOU ARE UNABLE TO MAKE ARRANGEMENTS WHICH WOULD ALLOW YOU TO APPEAR IN PERSON BEFORE THE BOARD, PROCEEDINGS WILL CONTINUE IN YOUR ABSENCE. IN THIS EVENT, HOWEVER, YOU MAY BE REPRESENTED BEFORE THE BOARD BY YOUR COUNSEL. THE BELOW NAMED COUNSEL HAS BEEN APPOINTED YOUR MILITARY COUNSEL FOR CONSULTATION AND/OR REPRESENTATION FOR THIS ACTION.

17. NAME OF MILITARY COUNSEL:

18. ADDRESS OF MILITARY COUNSEL:

19. PHONE NUMBER:

CIVILIAN CONVICTION/ APPEAL INFORMATION (RESPONDENT, INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. DO YOU INTEND TO FILE AN APPEAL?

N/A

21. DO YOU REQUEST SEPARATION BEFORE YOUR APPEAL IS DECIDED OR TIME FOR APPEAL HAS PASSED?

N/A

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. CERTIFIER'S NAME (LAST, FIRST, MI)

(b)(6)

24. DATE

16 OCT 20

MEMBER CERTIFICATION

(b)(6)

25. I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

27. DATE

19 OCT 20

28. MY RESPONSE TO THIS NOTICE IS COMPLETE.

30. DATE

19 OCT 20

31. COUNSEL CERTIFICATION (IF APPLICABLE)

32. SIGNATURE OF COUNSEL:

33. DATE:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 30-Apr-2020

1. From: Commanding Officer, USS NIMITZ (CVN 68)

2. UIC: 03368

3. To: (b)(6)

USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by reason of Misconduct - Commission of a Serious Offense as evidenced by violation of the Uniform Code of Military Justice, Article 92 - Violation or failure to obey lawful general or regulation to wit: COMNAVREG NW SILVERDALE WA 201600Z Feb 19.

1910-142

(4b) Separation by reason of Misconduct - Drug Abuse as evidenced by positive urinalysis collected on 9 March 2020, admissions in CID investigation case no. (b)(6) DRB, and NJP.

1910-146

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-186 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

(b)(6)

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit statements to the administrative board or to the separation authority in lieu of a board.
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)
9. To representation at an administrative board by qualified counsel.
10. To representation at an administrative board by civilian counsel at your own expense.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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Enclosure (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: **NIA**

18. Address of Military Counsel: **NIA**

19. Phone Number: **NIA**

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES NO N/A

20. Do you intend to file an appeal?

☐ ☐ ☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐ ☐ ☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

LNC, USN, By direction

23. Certifier's Signature:

(b)(6)

24. Date:

30 Apr 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

(b)(6)

USN

26. Service Member's Signature:

(b)(6)

27. Date:

30 Apr 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

(b)(6)

USN

29. Service Member's Signature:

(b)(6)

30. Date:

30 APR 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 3 January 2020

1. From: Commanding Officer, USS DWIGHT D. EISENHOWER (CVN 69)

2. UIC: 03369

3. To: (b)(6) USN, XXX-XX (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE - AS EVIDENCED BY YOUR UNAUTHORIZED ABSENCE FROM ON OR ABOUT 16 MARCH 2019 TO ON OR ABOUT 26 APRIL 2019 AND FROM ON OR ABOUT 3 JULY 2019 TO ON OR ABOUT 7 SEPTEMBER 2019; AND FOR MISSING MOVEMENT ON OR ABOUT 28 MARCH 2019, ON OR ABOUT 9 JULY 2019, ON OR ABOUT 6 AUGUST 2019, AND ON OR ABOUT 11 AUGUST 2019.

1910-142

(4b) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE - AS EVIDENCED BY YOUR POSITIVE URINALYSIS COLLECTED ON OR ABOUT 16 MAY 2019 AND ON OR ABOUT 30 APRIL 2019.

1910-146

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

(b)(6)

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ENCLOSURE (3)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPER 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
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16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

23. Certifier's Signature:

24. Date:

(b)(6)

LT, JAGC, USN - By Direction

(b)(6)

3 JAN 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

26. Service Member's Signature:

27. Date:

(b)(6)

(b)(6)

3 JAN 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

29. Service Member's Signature:

30. Date:

(b)(6)

(b)(6)

3 JAN 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 02-Sep-2020

1. From: Commanding Officer, Strike Fighter Squadron THREE SEVEN

2. UIC: 09478

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse

1910-146

(4b) Mandatory Separation Processing

1910-233

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION/APPEAL INFORMATION (RESPONDENT, INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR, BY, DIRECTION?)

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

(b)(6)

CDR, USN

02 SEP 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

USN

26. Service Member's Signature:

(b)(6)

27. Date:

02 SEP 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

USN

29. Service Member's Signature:

(b)(6)

30. Date:

02 SEP 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 15-Jan-2020

1. From: Commanding Officer, USS NIMITZ (CVN 68)

3. To: (b)(6)

2. UIC: 03368

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

(4a)

Separation by reason of misconduct - commission of a serious offense as evidence by violation of UCMJ Articles 82 - Soliciting another to commit an offense; Article 92 - Failure to obey other lawful order (3 specifications); and Article 107 - False official statement.

MILPERSMAN REFERENCE

1910-142

(4b)

Separation by reason of misconduct - drug abuse as evidenced by positive urinalysis results report dated 30 October 2019.

1910-146

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense (Non-lawyer counsel may be appointed as determined by commanding officer.) (b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐

(b)(6)

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

15 JAN 2020

(b)(6) LT, JAGC, USN, BY DIRCO

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

15 JAN 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

(b)(6)

30. Date:

15 JAN 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE

Date: 15-Apr-2020	
1. From: COMMANDING OFFICER, USS JOHN C. STENNIS (CVN 74)	2. UIC: 21847
3. To: (b)(6) USN	

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING	MILPERSMAN REFERENCE
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(4a) DEFECTIVE ENLISTMENTS AND INDUCTIONS - FRAUDULENT ENTRY INTO NAVAL SERVICE AS EVIDENCED BY CO'S NJP PROCEEDING OF 10 APRIL 2020 FOR VUCMJ ART. 104A - FRAUDULENT ENLISTMENT.	1910-134
(4b) MISCONDUCT - DRUG ABUSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 10 APRIL 2020 FOR VUCMJ ART. 112A - WRONGFUL USE, POSSESSION, ETC., OF CONTROLLED SUBSTANCES.	1910-146
(4c)	

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit statements to the administrative board or to the separation authority in lieu of a board.
7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)
9. To representation at an administrative board by qualified counsel.
10. To representation at an administrative board by civilian counsel at your own expense.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

(b)(6)

ELECT **WAVE**

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6) LNC(SW/AW), USN	23. Certifier's Signature: (b)(6)	24. Date: 19 APR 20
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MEMBER CERTIFICATION:

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6) USN	26. Service Member's Signature: (b)(6)	27. Date: 17 APR 20
--	---	------------------------

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6) USN	29. Service Member's Signature: (b)(6)	30. Date: 17 APR 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE

Date: 13-May-2020

1. From: Commander, Littoral Combat Ship Squadron TWO

2. UIC: 41145

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct- Drug Abuse, as evidenced by your positive urinalysis on or about 30 January 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-186 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELEC

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

ENCLOSURE (4)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) JAGC, LT, USN, By direction	23. Certifier's Signature: (b)(6)	24. Date: 5/13/20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 05/13/2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 05/13/2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2016)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 10-Jul-2020

1. From: Commander, Navy Medicine Readiness and Training Command San Diego

2. UIC: 00259

3. To: (b)(6) U.S. Navy, XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by the positive urinalysis results for Tetrahydrocannabinol (THC) dated 27 March 2020.

1910-146

(4b) N/A

N/A

(4c) N/A

N/A

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (IN NAVAL APPROPRIATE FORM)

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

FOR OFFICIAL USE ONLY
PRIVACY SENSITIVE

Form 100-100

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	NA
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMANDER CERTIFICATION (COMMANDING OFFICER OR NAVY DIRECTOR)

22. Certifier's Name (Last, First, MI): (b)(6) By direction	23. Certifier's Signature: (b)(6)	24. Date: 16 JUL 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	27. Date: 13 JUL 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	30. Date: 13 JUL 20
--	------------------------

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 22-Oct-2020

1. From: Commander, U.S. THIRD Fleet

2. UIC: 57087

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by positive urinalysis for THC on or about 29 September 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

☒ **ELECT**

☐ **WAIVE**

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 8 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT; INITIAL APPROPRIATE BLOCK)

(YES)

(NO)

(NA)

20. Do you intend to file an appeal?

☐☐☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☐

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI):

(b)(6)

23. Certifier's Signature:

(b)(6)

24. Date:

22 OCT 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

26 OCT 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

29. Service Member's Signature:

(b)(6)

30. Date:

30 OCT 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 22-Jun-2020

1. From: COMMANDING OFFICER, USS JOHN C. STENNIS (CVN 74)

2. UIC: 21847

3. To: (b)(6)

USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 19 JUNE 2020 FOR VUCMJ ART 92 - FAILURE TO OBEY ORDER OR REGULATION; AND ART 112A - WRONGFUL USE, POSSESSION, ETC., OF CONTROLLED SUBSTANCES

1910-142

(4b) MISCONDUCT - DRUG ABUSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 19 JUNE 2020 FOR VUCMJ ART 112A - WRONGFUL USE, POSSESSION, ETC., OF CONTROLLED SUBSTANCES

1910-146

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

(b)(6)

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

- | | YES | NO | NA |
|--|--------------------------|--------------------------|-------------------------------------|
| 20. Do you intend to file an appeal? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 21. Do you request separation before your appeal is decided or time for appeal has passed? | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6)
 (b)(6) LNC(SW/AW), USN
 By direction
 24. Date: 23 JUN 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)
 (b)(6) USN
 27. Date: 23 JUNE 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)
 (b)(6) USN
 29. Service Member's Signature: (b)(6)
 30. Date: 23 JUNE 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):
 32. Counsel's Signature:
 33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 30 MARCH 2020

1. From: COMMANDING OFFICER, STRIKE FIGHTER SQUADRON ONE FOUR SEVEN 2. UIC: 63925

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT TO WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

Page 1 of 2

Enclosure (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

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15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

20. Do you intend to file an appeal?

YES

NO

N/A

21. Do you request separation before your appeal is decided or time for appeal has passed?

YES

NO

N/A

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

30 MAR 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

26. Service Member's Signature:

27. Date:

(b)(6)

(b)(6)

30 MAR 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

29. Service Member's Signature:

30. Date:

(b)(6)

(b)(6)

30 MAR 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 22-Jul-2020

1. From: Commanding Officer, Naval Medical Center Portsmouth

2. UIC: 00183

3. To: (b)(6)

USN, XXX-XX

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse as evidenced by your positive urinalysis dated 24 April 2019, of THC, a Schedule I controlled substance.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-186 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) IAGC, USN (By direction)	24. Date: 23 JUL 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI) (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 23 JUL 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI) (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 23 JUL 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 22-Jun-2020

1. From: COMMANDING OFFICER, USS JOHN C. STENNIS (CVN 74)

2. UIC: 21847

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 19 JUNE 2020 FOR VUCMJ ART 92 - FAILURE TO OBEY ORDER OR REGULATION; AND ART 112A - WRONGFUL USE, POSSESSION, ETC., OF CONTROLLED SUBSTANCES

1910-142

(4b) MISCONDUCT - DRUG ABUSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 19 JUNE 2020 FOR VUCMJ ART 112A - WRONGFUL USE, POSSESSION, ETC., OF CONTROLLED SUBSTANCES

1910-146

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have this right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

(b)(6)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES NO N/A

20. Do you intend to file an appeal?

☐ ☐ ☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐ ☐ ☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

23. Certifier's Signature:

24. Date:

(b)(6) LNC(SW/AW), USN

(b)(6)

By direction

23 Jun 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

27. Date:

(b)(6) USN

23 JUN 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

29. (b)(6)

30. Date:

(b)(6) USN

23 JUN 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 29-Oct-2020

1. From: COMMANDING OFFICER, FLEET READINESS CENTER SOUTHEAST

2. UIC: 44319

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct- Drug Abuse. As evidenced by positive urinalysis results for Tetrahydrocannabinol dated 22 September 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

☒ **SELECT**

☐ **WAIVE**

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 5 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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 PRIVACY SENSITIVE

Page 1 of 2
 Enclosure (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 05-2016)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve, and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: N/A	18. Address of Military Counsel: N/A	19. Phone Number: N/A
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CIVILIAN CONVICTION/ APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	(b)(6)
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	(b)(6)

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6)	24. Date: 29-Oct-2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 29-Oct-2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 29-Oct-2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date
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ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 16-Dec-2019

1. From: Commanding Officer, USS NIMITZ (CVN 68)

2. UIC: 03368

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Misconduct - Pattern of Misconduct as evidenced by two nonjudicial punishments within current enlistment.	1910-140
(4b) Misconduct - Drug Abuse as evidenced by voluntary statement of NCIS Special Agent (b)(6) and admissions during Captain's Mast held on 16 December 2019.	1910-146
(4c)	

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)
6. To submit a written statement for consideration by separation authority.
7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)
8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)
9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.
10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.
11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.
12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2
Enclosure (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LT, JAGC, USN, By direction	23. Signature: (b)(6)	24. Date: 16 DEC 2019
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Signature: (b)(6)	27. Date: 16 DEC 2019
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 16 DEC 2019
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 11 March 2020

1. From: Commander, Naval Special Warfare Center

2. UIC: 68869

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse - As evidenced by your NJP held on 24 February 2020 for VUCMJ, Article 112a - Wrongful possession of a controlled substance, to wit: anabolic steroid.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE (continued)

(b)(6)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI)

LCDR (b)(6) IAGC, USN

(b)(6)

24. Date:

11 March 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6) USN

26. S(b)(6)

27. Date:

11 March 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6) USN

29. Service Member's Signature:

(b)(6)

30. Date:

16 March 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

FOR OFFICIAL USE ONLY
PRIVACY SENSITIVE

Page 2 of 2

ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 17-Aug-2020

1. From: Commanding Officer, Air Test and Evaluation Squadron ONE (VX-1)

2. UIC: 55600

3. To: (b)(6) XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 8 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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PRIVACY SENSITIVE

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES NO N/A

20. Do you intend to file an appeal?

☐ ☐ ☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐ ☐ ☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

23. Certifier's Signature:

24. Date:

(b)(6)

"By Direction"

(b)(6)

17 AUG 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

26. Service Member's Signature:

27. Date:

(b)(6)

(b)(6)

17 AUG 2020

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

29. Service Member's Signature:

30. Date:

(b)(6)

(b)(6)

17 AUG 2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 4 June 2020

1. From: Commanding Officer, Air and Test Evaluation Squadron TWO THREE

2. UIC: 39783

3. To: (b)(6)

USN, XXX-XX(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Misconduct - Drug Abuse

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

SELECT

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (b)(6)
(Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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PRIVACY SENSITIVE

Page 1 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERs 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. For members who are reservists not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below-named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel: N/A	18. Address of Military Counsel: N/A	19. Phone Number: N/A
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CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR BY DIRECTION)

22. Certifier's Name (Last, First, MI): (b)(6) By direction)	24. Date: 4 June 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 4 JUN 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 4 JUN 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI): N/A	32. Counsel's Signature: N/A	33. Date: N/A
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Page 2 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 05 Oct 2020

1. From: Commanding Officer, USS Zumwalt (DDG 1000)

2. UIC: 20121

3. To: (b)(6) (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Misconduct - Drug Abuse, as evidenced by admission of drug use at DAPA self-referral

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (b)(6)
(Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. *(Classified documents will be summarized in unclassified form.)*

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. *(Failure to appear without good cause constitutes a waiver to be present at administrative board.)*

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

FOR OFFICIAL USE ONLY

Enclosure (2)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPER 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) CAPT, USN	23. Date: 5 OCT 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 05 OCT 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Date: 05 OCT 20
--	------------------------

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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 PRIVACY SENSITIVE

Enclosure (2)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1810-402
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 30 October 2019

1. From: Commanding Officer, Mid-Atlantic Regional Maintenance Center, Norfolk, VA

2. UIC: 41150

3. To: (b)(6)

U.S. Navy

REASONS FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation Processing by reason of Misconduct - Drug Abuse (as evidenced by positive urinalysis for THC (marijuana) use on or about 8 Aug 19)

1910-146

(4b) AND NO OTHERS...

N/A

(4c) N/A

N/A

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1810-155 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL/APPROPRIATE BLOCK)

☐ ELECT

☐ WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active and/or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN-1910-402

NAVPERS 1910/31 (Rev. 08-2018)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.

14. For members who are transfers not on active duty: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. (If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of Naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.

15. For members subject to reimbursement: You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.

16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

D.S.O. SE

18. Address of Military Counsel:

9620 Maryland Ave

19. Phone Number:

(b)(6)

CIVILIAN CONVICTION/APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR, BY, DIRECTION)

22. Certifier's Name (Last, First, MI)

(b)(6)

24. Date:

(b)(6) LNC(EXW/SW/AW), USN, BY

30 OCT 19

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

27. Date:

(b)(6) USN

30 OCT 19

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

30. Date:

(b)(6) USN

30 OCT 19

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

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PRIVACY SENSITIVE

Page 2 of 2

ENCLOSURE (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 25-Mar-2020

1. From: COMMANDING OFFICER, USS JOHN C. STENNIS (CVN 74)

2. UIC: 21847

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) DEFECTIVE ENLISTMENTS AND INDUCTIONS - FRAUDULENT ENTRY INTO NAVAL SERVICE AS EVIDENCED BY CO'S NJP PROCEEDING OF 20 MARCH 2020 FOR VUCMJ ART. 104A - FRAUDULENT ENLISTMENT.

1910-134

(4b) MISCONDUCT - DRUG ABUSE AS EVIDENCED BY CO'S NJP PROCEEDING OF 20 MARCH 2020 FOR VUCMJ ART. 112A - WRONGFUL USE, POSSESSION, ETC., OF CONTROLLED SUBSTANCES.

1910-146

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

☒ ELECT

☐ WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

FOR OFFICIAL USE ONLY
 PRIVACY SENSITIVE

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LNC(SW/AW), USN	23. Certifier's Signature: (b)(6) By direction	24. Date: 25 MAR 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6) USN	26. Service Member's Signature: (b)(6)	27. Date: 25 MAR 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6) USN	29. Service Member's Signature: (b)(6)	30. Date: 25 MAR 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

FOR OFFICIAL USE ONLY
PRIVACY SENSITIVE

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 22 January 2020

1. From: Commanding Officer, Explosive Ordnance Disposal Support Unit One

2. UIC: 82630

3. To:

(b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE (AS EVIDENCED BY POSITIVE URINALYSIS ON 21 JANUARY 2020 FOR THC.)

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	NA
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")		
22. Certifier's Name (Last, First, MI): (b)(6)	23. (b)(6)	24. Date: 22 JAN 2020

MEMBER CERTIFICATION		
I ACKNOWLEDGE RECEIPT OF THIS NOTICE.		
25. Service Member's Name (Last, First, MI): (b)(6)	26. (b)(6)	27. Date: 01/22/20

MY RESPONSE TO THIS NOTICE IS COMPLETE.		
28. Service Member's Name (Last, First, MI): (b)(6)	29. (b)(6)	30. Date: 01/27/20

COUNSEL CERTIFICATION (IF APPLICABLE)		
31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date 02-Oct-2020

1. From: COMMANDING OFFICER, FLEET READINESS CENTER SOUTHEAST

2 UIC 44319

3 To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct- Drug abuse. As evidenced by positive urinalysis for DAMP (D-Amphetamine) dated 27 August 2020.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions)

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR) or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and/or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and/or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade; if you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-032) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2
 Enclosure (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402/404

NAVPERS 1910/31 (Rev. 06-2015)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel

18. Address of Military Counsel

19. Phone Number

N/A

N/A

N/A

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI)

23. Certifier's Signature

24. Date

(b)(6)

(b)(6)

2-OCT-2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE

25. Service Member's Name (Last, First, MI)

26. Service Member's Signature

27. Date

(b)(6)

(b)(6)

2-OCT-2020

MY RESPONSE TO THIS NOTICE IS COMPLETE

28. Service Member's Name (Last, First, MI)

29. Service Member's Signature

30. Date

(b)(6)

(b)(6)

2-OCT-2020

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature

33. Date

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 25 Sep 20

1. From: Commanding Officer, Naval Support Center, Bangor

2. UIC: 61106

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Misconduct - Drug Abuse as evidenced by positive urine test for cocaine on 14 May 20.

1910-146

(4b) Misconduct - Commission of a Serious Offense as evidenced by (b)(6)
Criminal Complaint (b)(6) and enclosures

Court

1910-142

(4c) Misconduct - Alcohol Rehabilitation Failure as evidenced by (b)(6)
Criminal Complaint No (b)(6) and enclosures

Court

1910-152

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

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11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

Encl (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE - - - - Supporting Directive MILPERSMAN 1910-402
NAVPERs 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	NA
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6)	23. Certifier's Signature: (b)(6)	24. Date: 9/25/20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI) (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 25Sep20
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI) (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 25Sep20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE Supporting Directive MILPERSMAN 1910-402/404
NAVPERS 1910/31 (Rev. 06-2015) PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 30 July 2020

1. From: Naval Special Warfare Group THREE Logistics and Support Unit

2. UIC: 55458

3. To: (b)(6) USN, XXX-XX (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a)

SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE AS EVIDENCED BY POSITIVE URINALYSIS ON 16 AND 25 JUNE 2020 AND THE PRELIMINARY INVESTIGATION DATED (b)(6)

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy, if applicable. MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 06-2015)

Supporting Directive MILPERSMAN 1910-402/404

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES NO N/A

20. Do you intend to file an appeal?

☐ ☒ ☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐ ☐ ☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

24. Date:

(b)(6) CDR, SC, USN

30 JUL 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

27. Date:

(b)(6)

30 JUL 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

30. Date:

(b)(6)

30 JUL 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

NOTIFICATION PROCEDURE

Date: 05-Aug-2020

1. From: Commanding Officer, Strike Fighter Squadron ONE ZERO SIX

2. UIC: 4544A

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse (As evidenced by wrongful use of Tetrahydrocannabinol (THC), a Schedule I controlled substance, on or about 22 April 2020).

1910-146

(4b) Separation by Reason of Misconduct - Drug Abuse (As evidenced by wrongful use of Tetrahydrocannabinol (THC), a Schedule I controlled substance, on or about 5 May 2020).

1910-146

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-168 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date that this notice is delivered to you personally or received at your designated mailing address to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of the Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from the date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐

☐

☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐

☐

☒

COMMAND CERTIFICATION (COMMANDING OFFICER) (b)(6)

22. Certifier's Name (Last, First, MI):

(b)(6) LNI, USN, BYDIRCO

24. Date:

5 AUG 2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

26. Service Member's Signature:

(b)(6)

27. Date:

05 AUG 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

29. Serv (b)(6)

30. Date:

05 AUG 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 24-Jun-2020

1. From: Commanding Officer, USS NIMITZ (CVN-68)

2. UIC: 03368

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Defective enlistments and inductions - Fraudulent entry into naval service as evidenced by MEPS documents dated 22 February 2018, NCIS ROI CCN: (b)(6) and admissions at NJP held on 24 June 2020.

1910-134

(4b) Misconduct - Commission of a serious offense as evidenced by violation of UCMJ Article 107 - False official statements as evidenced by NCIS ROI CCN: (b)(6) and admissions at NJP held on 24 June 2020.

1910-142

(4c) Misconduct - Drug abuse as evidenced by positive urinalysis results report date of 3 February 2020, NCIS ROI CCN: (b)(6) and admissions at NJP held on 24 June 2020.

1910-146

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pay (b)(6).
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

YES

NO

N/A

20. Do you intend to file an appeal?

☐☐☒

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☒

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

23. Certifier's Signature:

24. Date:

(b)(6)

LNC, USN, By direction

(b)(6)

24 Jun 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

26. Service Member's Signature:

27. Date:

(b)(6)

(b)(6)

24 Jun 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

29. Service Member's Signature:

30. Date:

(b)(6)

(b)(6)

24 JUN 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

32. Counsel's Signature:

33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: 23 MARCH 2020

1. From: COMMANDING OFFICER, USS GEORGE H. W. BUSH (CVN 77)

2. UIC: 23170

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Drug Abuse (As evidenced by YUCMJ, Art. 112a - Wrongful use of controlled substances on or about 23 February 2020).

1910 - 146

(4b)

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and/or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

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Page 1 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION/APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LCDR, JAGC, USN, BYDIRCO	24. Date: 23 Mar 20
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 24 MAR 20
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MY RESPONSE TO THIS NOTICE IS COMPLETE

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 24 MAR 20
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE

Date: 13-Mar-2020

1. From: Commanding Officer, USS GEORGE WASHINGTON (CVN 73)

2. UIC: 21412

3. To: (b)(6) USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) SEPARATION BY REASON OF MISCONDUCT - PATTERN OF MISCONDUCT AS EVIDENCED BY NJP HELD ON 11 OCTOBER 2018, NAVPERS 1070/613 OF 15 OCTOBER 2018, AND NJP HELD ON 12 MARCH 2020.

1910-140

(4b) SEPARATION BY REASON OF MISCONDUCT - COMMISSION OF A SERIOUS OFFENSE AS EVIDENCED BY NJP HELD ON 11 OCTOBER 2018

1910-142

(4c) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE AS EVIDENCED BY POSITIVE URINALYSIS REPORT OF 03 MARCH 2020

1910-146

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. For members on active duty not in civilian confinement: You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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16. For members in civil confinement: You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:	18. Address of Military Counsel:	19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")	
22. Certifier's Name (Last, First, MI): (b)(6) BY DIRECTION	24. Date: 13 MAR 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.		
25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 13 MAR 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.		
28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 13 MAR 20

COUNSEL CERTIFICATION (IF APPLICABLE)		
31. Counsel's Name (Last, First, MI)	32. Counsel's Signature:	33. Date:

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 10-Jan-2020

1. From: Commanding Officer, USS GEORGE WASHINGTON (CVN 73)

2. UIC: 21412

3. To: (b)(6)

USN

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

(MILPERSMAN REFERENCE)

(4a) SEPARATION BY REASON OF MISCONDUCT - DRUG ABUSE AS EVIDENCED BY NAVPERS 16267, REPORT AND DISPOSITION OF OFFENSES OF 09 JAN 20.

1910-146

(4b)

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

☐ **ELECT**

☐ **WAVE**

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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ADMINISTRATIVE SEPARATION PROCESSING NOTICE

Supporting Directive MILPERSMAN 1910-402

NAVPERS 1910/31 (Rev. 08-2019)

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE (continued)**ADDITIONAL NOTICE**

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence.
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled.
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays.
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action.

17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION/ APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

(YES)

(NO)

(N/A)

20. Do you intend to file an appeal?

☐☐☐

21. Do you request separation before your appeal is decided or time for appeal has passed?

☐☐☐**COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")**

22. Certifier's Name (Last, First, MI):

(b)(6)

LNC (b)(6)

BY DIRECTION

LNC

24. Date:

10 JAN 20

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI)

(b)(6)

(b)(6)

27. Date:

10 JAN 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI)

(b)(6)

(b)(6)

30. Date:

10 JAN 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI)

32. Counsel's Signature:

33. Date:

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PRIVACY SENSITIVE

Page 2 of 2

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019)

Supporting Directive MILPERSMAN 1910-402

PREVIOUS EDITIONS ARE OBSOLETE

ADMINISTRATIVE BOARD PROCEDURE

Date: 14-Apr-2020

1. From: Commanding Officer, USS NIMITZ (CVN 68)

2. UIC: 03368

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by reason of Defective Enlistments and Inductions - Fraudulent entry into Naval Service as evidenced by admissions during MCDRB, XO1, and Captain's Mast.

1910-134

(4b) Separation by reason of Misconduct - Drug Abuse as evidenced by positive urinalysis results report dated 28 January 2020; 13 April 2020 and admissions during MCDRB, XO1, and Captain's Mast.

1910-146

(4c)

Least Favorable Characterization of Service Possible is Under Other Than Honorable Conditions.

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-186 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

6. To submit statements to the administrative board or to the separation authority in lieu of a board.

7. To obtain copies of documents that will be forwarded to the separation authority supporting the basis for the proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board. (Failure to appear without good cause constitutes a waiver of the right to be present at the administrative board.)

9. To representation at an administrative board by qualified counsel.

10. To representation at an administrative board by civilian counsel at your own expense.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to a reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to Transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

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Page 1 of 2

Enclosure (1)

ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2019) PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402

ADMINISTRATIVE BOARD PROCEDURE (continued)

ADDITIONAL NOTICE

12. If you commence a period of unauthorized absence subsequent to receiving this notice, the administrative separation processing may continue in your absence. (b)(6)
13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. (b)(6)
14. **For members who are reservists not on active duty:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your designated mailing address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If your separation involves transfer to IRR, you are advised that characterization of service upon transfer to the IRR, also, will constitute tentative characterization of service upon discharge at completion of naval service obligation, unless you take affirmative action to affiliate with a drilling unit of Selected Reserve; and you participate satisfactorily as a drilling member of Selected Reserve for a period of time which, when added to any prior satisfactory service during this period of obligated service, equals period of obligated service. If you submit evidence of completion of above, separation authority may assign a more favorable characterization of service. If you do not submit such evidence, characterization of service is same as characterization of service upon transfer from active duty or Selected Reserve to IRR. If you are in records review (non-drilling) status, you are entitled to permissive (no-cost) orders to attend any administrative board hearing to which you may be entitled. U/A
15. **For members subject to reimbursement:** You are advised that you may be subject to a reimbursement requirement for recoupment of advance education assistance costs, bonuses, or special pays. U/A
16. **For members in civil confinement:** You are advised that separation proceedings in your case will be suspended for a period of 30 days from date this notice is delivered to you personally or received at your confinement address in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence. If you are eligible and have elected an administrative board, and you are unable to make arrangements which would allow you to appear in person before the board, proceedings will continue in your absence. In this event, however, you may be represented before the board by your counsel. The below named counsel has been appointed your military counsel for consultation and/or representation for this action. U/A

17. Name of Military Counsel: N/A	18. Address of Military Counsel: N/A	19. Phone Number: N/A
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CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI): (b)(6) LT, JAGC, USN, By direction	23. Certifier's Signature: (b)(6)	24. Date: 14 April 2020
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MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI): (b)(6)	26. Service Member's Signature: (b)(6)	27. Date: 14 April 2020
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MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI): (b)(6)	29. Service Member's Signature: (b)(6)	30. Date: 14 APR 2020
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COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):	32. Counsel's Signature:	33. Date:
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ADMINISTRATIVE SEPARATION PROCESSING NOTICE
NAVPERS 1910/31 (Rev. 08-2015)

Supporting Directive MILPERSMAN 1910-402/404
PREVIOUS EDITIONS ARE OBSOLETE

NOTIFICATION PROCEDURE

Date: June 26, 2020

1. From: Commanding Officer, USS COWPENS CG-63

2. UIC: 21623

3. To: (b)(6)

REASON(S) FOR ADMINISTRATIVE SEPARATION PROCESSING

MILPERSMAN REFERENCE

(4a) Separation by Reason of Misconduct - Commission of a Serious Offense: Violation of UCMJ Art. 112a Wrongful use, possession, etc., of controlled substances. (b)(6) wrongfully used Fentanyl a Schedule II controlled substance, Cocaine a Schedule II controlled, Marijuana a Schedule I controlled substance, and Alphahydroxy a Schedule VI controlled substance on or about April 28, 2020.

1910-142

(4b) Separation by Reason of Misconduct - Commission of a Serious Offense: Violation of UCMJ Art. 92 - Failure to Obey General Order or Regulation. (b)(6) violated OPNAVINST 5350.4D by failing to adhere to Navy's "Zero Tolerance" drug policy.

1910-142

(4c)

Least Favorable Characterization of Service Possible is General (Under Honorable Conditions).

If your separation is approved, it will result in discharge, suspended discharge, release from active duty to a Reserve Component, transfer from Selected Reserve to Individual Ready Reserve (IRR), or release from custody or control of the U.S. Navy. If applicable, MILPERSMAN 1910-166 is not a reason for administrative separation processing.

YOU ARE ENTITLED TO BELOW RIGHTS (INITIAL APPROPRIATE BLOCK)

ELECT

WAIVE

5. To consult with qualified counsel. You may consult with civilian counsel retained at your own expense. (Non-lawyer counsel may be appointed as determined by commanding officer.)

(b)(6)

6. To submit a written statement for consideration by separation authority.

7. To obtain copies of documents that will be forwarded to the separation authority supporting basis for proposed separation. (Classified documents will be summarized in unclassified form.)

8. To request an administrative board, if you have 6 or more years of total active and or reserve military service. (Failure to appear without good cause constitutes a waiver to be present at administrative board.)

9. To representation at an administrative board by qualified counsel, if you have 6 or more years of total active and or reserve military service.

10. To representation at an administrative board by civilian counsel at your own expense, if you have 6 or more years of total active or reserve military service.

11. If applicable, to request transfer to Fleet Reserve/Retired/Retired Reserve List understanding that you have the right to an administrative board to recommend retirement in your current or a reduced pay grade. If you waive such board, a reduction to reduced pay grade upon transfer may be directed if you are being processed for misconduct. Members must have 20 years of creditable active duty service to elect. Approval to transfer to the Fleet Reserve/Retired/Retired Reserve List is at the sole discretion of the Secretary, and your request may be disapproved.

12. To general court-martial convening authority (GCMCA) review, if you have less than 6 years of total active and or reserve military service. GCMCA staff members' cases must be forwarded to another officer having GCMCA or Navy Personnel Command (PERS-832) for review. If elected, GCMCA or higher assumes separation authority responsibility.

ADMINISTRATIVE SEPARATION PROCESSING NOTICE

NAVPERS 1910/31 (Rev. 06-2015)

PREVIOUS EDITIONS ARE OBSOLETE

Supporting Directive MILPERSMAN 1910-402/404

NOTIFICATION PROCEDURE (continued)

ADDITIONAL NOTICE

13. **For members on active duty not in civilian confinement:** You are advised that separation proceedings in your case will be suspended for a period of 2 days from the date this notice is delivered to you personally in order to give you a reasonable opportunity to exercise rights set forth herein. Failure to respond will constitute a waiver of all rights and processing may continue in your absence.
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17. Name of Military Counsel:

18. Address of Military Counsel:

19. Phone Number:

CIVILIAN CONVICTION APPEAL INFORMATION (RESPONDENT INITIAL APPROPRIATE BLOCK)

	YES	NO	N/A
20. Do you intend to file an appeal?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Do you request separation before your appeal is decided or time for appeal has passed?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

COMMAND CERTIFICATION (COMMANDING OFFICER OR "BY DIRECTION")

22. Certifier's Name (Last, First, MI):

(b)(6)

23. Certifier's Signature:

(b)(6)

24. Date:

6/26/2020

MEMBER CERTIFICATION

I ACKNOWLEDGE RECEIPT OF THIS NOTICE.

25. Service Member's Name (Last, First, MI):

(b)(6)

(b)(6)

27. Date:

26 JUN 20

MY RESPONSE TO THIS NOTICE IS COMPLETE.

28. Service Member's Name (Last, First, MI):

(b)(6)

(b)(6)

30. Date:

26 JUN 20

COUNSEL CERTIFICATION (IF APPLICABLE)

31. Counsel's Name (Last, First, MI):

32. Counsel's Signature:

33. Date: